



**Bright from the Start Georgia Department of Early Care and Learning  
2 Martin Luther King Jr. Drive SE, 670 East Tower  
Atlanta, GA 30334**

Phone: (404) 657-5562 WWW.DECAL.GA.GOV

**Cover Sheet**

**Date:** 4/19/2021 **VisitType:** Licensing Study

**Arrival:** 9:00 AM

**Departure:** 11:00 AM

**CCLC-48374**

**Childcare Network #311**

124 Ridge Road Dallas, GA 30157 Paulding County  
(770) 459-1128 cni311@childcarenetwork.com

**Regional Consultant**

Jennifer Bailey

Phone: (770) 357-7024

Fax: (770) 357-7023

jennifer.bailey@decal.ga.gov

**Mailing Address**

Same

**Quality Rated:** No

<b>Compliance Zone Designation</b>			<b>Compliance Zone Designation</b> - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.  <b>Good Standing</b> - Program is demonstrating an acceptable level of performance in meeting the rules. <b>Support</b> - Program performance is demonstrating a need for improvement in meeting rules. <b>Deficient</b> - Program is not demonstrating an acceptable level of performance in meeting the rules.
04/19/2021	Licensing Study	Good Standing	
12/21/2020	Complaint Closure	Good Standing	
11/09/2020	Complaint Investigation Follow Up	Good Standing	

**Ratios/License Capacity**

Building	Room	Age Group	Staff	Children	NC/C	Max 35 SF.	35 SF. Comp.	Max 25 SF.	25 SF. Comp.	Notes
Main	A- 1L	Infants	2	8	C	13	C	NA	NA	Floor Play, Diapering
Main	B- 2L	One Year Olds	2	10	C	13	C	NA	NA	Centers, Diapering
Main	C- 3L	One Year Olds and Two Year Olds	2	12	C	13	C	NA	NA	Outside
Main	D- 4L		0	0	C	18	C	NA	NA	Not In Use
Main	E- 5L	Three Year Olds	2	13	C	18	C	NA	NA	Story
Main	F- Back Left	Three Year Olds and Four Year Olds	2	16	C	24	C	NA	NA	Centers
Main	G- Back Middle	PreK	2	18	C	31	C	NA	NA	Centers
Main	H- 1R	PreK	2	9	C	21	C	NA	NA	Centers
Main	I- 2R	PreK	2	17	C	21	C	NA	NA	Centers
Main	J- 3R	PreK	2	17	C	21	C	NA	NA	Centers
Main	K- 4R	PreK	2	20	C	21	C	NA	NA	Outside
Main	L- Center		0	0	C	30	C	NA	NA	Not In Use
Total Capacity @35 sq. ft.: 244						Total Capacity @25 sq. ft.: 0				
Total # Children this Date: 140			Total Capacity @35 sq. ft.: 244			Total Capacity @25 sq. ft.: 0				


Building	Playground	Playground Occupancy	Playground Compliance
Main	Back Playground	321	C
Main	Left playground	50	C

**Comments**

An Administrative Review was conducted on April 19, 2021. Staff files, children’s files, training, and background checks were all reviewed. A virtual inspection was conducted on April 22, 2021 with the Director. An in-person visit was not conducted due to the COVID-19 pandemic. Compliance with the Executive Order issued on March 31, 2021, effective April 8, 2021 was reviewed during the virtual inspection.



Plan of Improvement: Developed This Date 04/22/2021

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.state.ga.us/CCS/Regulations.aspx> , for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

**Important New Deadlines:**

Due to the ongoing COVID restrictions, the deadline to become Quality Rated for programs who want to continue to receive Childcare and Parent Services (CAPS), has been extended to at least December 31, 2021.

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>  
 Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or [qualityrated@dec.state.ga.us](mailto:qualityrated@dec.state.ga.us)

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

**Refutation Process:**

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), e-mail the following information to [CCSRefutations@dec.state.ga.us](mailto:CCSRefutations@dec.state.ga.us).

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child’s last date of attendance. (O.C.G.A. Section 20-1A-4)

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Lisa Cavender, Program Official

Date

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Jennifer Bailey, Consultant

Date



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**Findings Report**

**Date:** 4/19/2021 **VisitType:** Licensing Study

**Arrival:** 9:00 AM

**Departure:** 11:00 AM

**CCLC-48374**

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The following information is associated with a Licensing Study:

**Activities and Equipment**

**591-1-1-.12 Equipment & Toys(CR)**

**Met**

**Comment**

A variety of equipment and toys were observed throughout the center.

**Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were also discussed during a virtual walk through on this date.

**591-1-1-.35 Swimming Pools & Water-related Activities(CR)**

**N/A**

**Comment**

Center does not provide swimming activities.

**Children's Records**

**Records Reviewed: 5**

**Records with Missing/Incomplete Components: 0**

Child # 1	Met
Child # 2	Met
Child # 3	Met
Child # 4	Met
Child # 5	Met

**591-1-1-.08 Children's Records**

**Met**

**Comment**

Records were observed to be complete and well organized.

<b>Facility</b>
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**591-1-1-.06 Bathrooms****Met****Comment**

Bathrooms observed to be clean and well maintained.

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**591-1-1-.19 License Capacity(CR)****Met****Comment**

Licensed capacity observed to be routinely met by center.

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**591-1-1-.25 Physical Plant - Safe Environment(CR)****Met****Comment**

Center appears clean and well maintained.

**Comment**

No hazards observed accessible to children on this date.

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**591-1-1-.26 Playgrounds(CR)****Met****Comment**

Playground observed to be clean and in good repair.

<b>Food Service</b>
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**591-1-1-.15 Food Service & Nutrition****Met****Comment**

Discussed new revision to restricted food rule which states: Foods that are associated with young children's choking incidents, such as, but not limited to, peanuts, hot dogs, raw carrots, popcorn, fish with bones, cheese cubes, grapes and any other food that is of similar shape and size of the trachea/windpipe shall not be served to the children less than four (4) years of age. Children older than four (4) years of age may be served these foods provided that the foods are cut in such a way as to minimize choking.

**Comment**

Discussed revision to the written feeding plans for children under the age of 1 years old. Age-appropriate solid foods (including cereal) shall not be given to infants or children less than one (1) year of age until recommended as developmentally appropriate by the child's primary care physician and indicated in writing by the Parent(s). As soon as the feeding plan indicates that a child is ready for solid foods, the child shall be fed from individual spoons and individual containers or dishes. A child shall not be fed directly from the original baby food container if the contents are to be fed to the child at more than one (1) meal or to more than one (1) child.

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**591-1-1-.18 Kitchen Operations****Met****Comment**

Kitchen appears clean and well organized.

<b>Health and Hygiene</b>
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**591-1-1-.10 Diapering Areas & Practices(CR)****Met****Comment**

Proper diapering procedures observed.

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**591-1-1-.17 Hygiene(CR)****Met****Comment**

Proper hand washing observed throughout the center.

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**591-1-1-.20 Medications(CR)**

N/A

**Comment**

The Provider currently does not dispense/administer medication.

**Safety**

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**591-1-1-.11 Discipline(CR)**

Met

**Comment**

A Virtual Visit was conducted due to the COVID-19 pandemic. Discipline was not directly observed during the virtual walk through. Regulations regarding proper discipline were discussed with the Director on this date.

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**591-1-1-.13 Field Trips(CR)**

Not Evaluated

**Comment**

Center does not participate in field trips at this time.

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**591-1-1-.36 Transportation(CR)**

Technical Assistance

**Comment**

A current/completed inspection was observed for two vehicles used in transporting children this date.

**Technical Assistance**

591-1-1-.36(7)(c)2. - Consultant discussed this rule with the Director and ensuring that a mark or symbol is documented for all listed children on transportation checklists, even if the child is absent.

**Correction Deadline: 4/20/2021****Sleeping & Resting Equipment**

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**591-1-1-.30 Safe Sleeping and Resting Requirements(CR)**

Met

**Comment**

Discussed SIDS and infant sleeping position.

**Comment**

The correct number of mats, sheets and blankets were observed on this date. Cleaning and disinfecting of mats was discussed with the director on this date.

**Staff Records**

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**Records Reviewed: 36****Records with Missing/Incomplete Components: 1**

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Staff # 1

Met

Date of Hire: 07/30/2020

Staff # 2

Met

Date of Hire: 08/03/2018

Staff # 3

Met

Date of Hire: 08/28/2017

Staff # 4

Met

Date of Hire: 09/15/2020

Staff # 5

Met

Date of Hire: 01/17/2018

Staff # 6 Met  
Date of Hire: 03/30/2011

Staff # 7 Met  
Date of Hire: 02/11/2021 Reminder - Health & Safety training is required within 90 calendar days of hired

Staff # 8 Met  
Date of Hire: 03/30/2018

Staff # 9 Met  
Date of Hire: 08/07/2020

Staff # 10 Met  
Date of Hire: 08/30/2019

Staff # 11 Met  
Date of Hire: 07/30/2019

Staff # 12 Met  
Date of Hire: 08/21/2019

Staff # 13 Met  
Date of Hire: 09/19/2019

Staff # 14 Met  
Date of Hire: 11/16/2020

Staff # 15 Met  
Date of Hire: 03/27/2016

Staff # 16 Met  
Date of Hire: 07/24/2018

Staff # 17 Not Met  
Date of Hire: 12/01/2020  
"Missing/Incomplete Components"  
.09-Criminal Records Check Missing

Staff # 18 Met  
Date of Hire: 09/03/2020

Staff # 19 Met  
Date of Hire: 07/30/2018

Staff # 20 Date of Hire: 02/25/2019	Met
Staff # 21 Date of Hire: 03/02/2021	Met <u>Reminder - Health &amp; Safety training is required within 90 calendar days of hired</u>
Staff # 22 Date of Hire: 07/24/2019	Met
Staff # 23 Date of Hire: 07/25/2013	Met
Staff # 24 Date of Hire: 02/11/2020	Met
Staff # 25 Date of Hire: 10/26/2016	Met
Staff # 26 Date of Hire: 08/29/2019	Met
Staff # 27 Date of Hire: 08/01/2019	Met
Staff # 28 Date of Hire: 10/12/2017	Met
Staff # 29 Date of Hire: 07/28/2012	Met
Staff # 30 Date of Hire: 08/05/2017	Met
Staff # 31 Date of Hire: 07/31/2020	Met
Staff # 32 Date of Hire: 09/16/2020	Met
Staff # 33 Date of Hire: 07/27/2020	Met
Staff # 34 Date of Hire: 08/25/2017	Met



Staff # 35

Met

Date of Hire: 11/23/2020

Staff # 36

Met

Date of Hire: 07/24/2019

**Staff Credentials Reviewed: 23****591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR)****Not Met****Finding**

591-1-1-.09(1)(a) requires that a Center ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site. It was determined based on a review of records that staff #17 was hired on December 1, 2021 and began work in on December 28, 2021 without a submitting fingerprints to an authorized fingerprinting site. The Center submitted the original application on October 12, 2020 but the staff member did not fingerprint until February 5, 2021 when a new application was submitted.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will review staff files and DECAL KOALA records to ensure that every actual and potential Director, Employee and Provisional Employee of a Child Care Learning Center submit both a Records Check Application to the Department and Fingerprints to an authorized fingerprinting site as required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The Center will review the training videos and monitor staff files to ensure the CRC rules are maintained.

**Correction Deadline: 4/19/2021****Finding**

591-1-1-.09(1)(c) requires the Center to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. It was determined based on a review of records that staff #17 was hired on December 1, 2021 and began work in on December 28, 2021 without a valid satisfactory Comprehensive Records Check Determination on file. The Center submitted the original application on October 12, 2020 but the staff member did not fingerprint until February 5, 2021 when a new application was submitted.

**POI (Plan of Improvement)**

IMMEDIATE CORRECTION - The Center will monitor staff files and DECAL KOALA to ensure that every Employee has a valid and current satisfactory Comprehensive Records Check Determination on file prior to being present at the Center while any child is present for care or before an individual age 17 or older resides in the Center. The Comprehensive Records Check Determination must have a Records Check Clearance Date that is no older than the preceding 12 months of the hire date; provided, however, if the Employee has had a lapse of employment from the child care industry that lasted for 180 days (6 months) or longer, a new satisfactory Comprehensive Records Check Determination is required. The program's owner or an officer/member of the corporation must view the A to Z Background Check video units pertaining to this records check rule and return the signed affidavit within one week from this visit date. The center will monitor staff files and review CBC rules to ensure the CRC rules are maintained.

**Correction Deadline: 4/19/2021****591-1-1-.14 First Aid & CPR****Met****Comment**

Evidence observed of 50% of center staff certified in First Aid and CPR. The Center has a class scheduled May 1, 2021 for the remaining staff to receive certification.

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**591-1-1-.33 Staff Training****Met****Comment**

Documentation observed of required staff training.

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**591-1-1-.31 Staff(CR)****Met****Comment**

Additional cleaning and sanitizing requirements due to the COVID-19 pandemic were discussed and observed during a virtual walk through on this date. The program was in compliance with the Executive Order issued on March 31, 2021, effective April 8, 2021.

<b>Staffing and Supervision</b>
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**591-1-1-.32 Staff:Child Ratios and Group Size(CR)****Met****Comment**

Center observed to maintain appropriate staff:child ratios.

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**591-1-1-.32 Supervision(CR)****Met**

**Correction Deadline: 11/9/2020**

**Corrected on 4/19/2021**

**.32(7) - Previous citation corrected on this date. Consultant observed staff to be attentive and provide direct supervision throughout the virtual visit. Consultant also discussed school-age supervision with the new Director.**